

# 5 FAH-3 H-500 PROGRAM TAGS ("K" TAGS)

(TL:TAGS-19; 02-12-2002)

Program TAGS (K TAGS) were established as a method of grouping documents together that cross Subject TAGS lines to allow for easy retrieval based solely upon program or office requirements. These TAGS begin with the letter K and should be placed on the TAGS line of telegrams and memorandums, along with appropriate Subject and Geographic TAGS. K TAGS **do not replace** Subject TAGS but should be used as adjuncts to them. The grouping of information for retrieval purposes by program, in addition to subject matter, is the fundamental reason for the K TAGS. To insure Program TAGS consistency, the development of new K TAGS is done between the Program Manager and A/RPS/IPS/PP. The following K TAGS acronyms are used to identify programs that may be reported along with appropriate Subject TAGS.

KACT	- Strategic Arms Control (ACS) Treaties
KALM	- A Logistical Modernization Approach (ALMA) Program
<b>KAWC</b>	- <b>Atrocities and War Crimes</b>
KBCT	- Arab League Boycott
KBNC	- U.S.-South Africa Binational Commission
KCCP	- Classified Connectivity Deployment Program
KCFE	- Conventional Armed Forces in Europe
<b>KCIP</b>	- <b>Critical Infrastructure Protection</b>
KCIS	- Posts Classified Information Handling
KCOG	- Continuity of the Federal Government
<b>KCOR</b>	- <b>Corruption and Anti-Corruption</b>
KCRM	- Criminal Activity
KCSY	- Consular System
KDEM	- Democratization
KEAI	- Enterprise for the Americas Initiative
KECF	- The U.S.-Africa Economic Cooperation Forum
KEMS	- Electronic Messaging Systems
KESS	- Emergency Security Supplemental
KFAM	- Foreign Affairs Manual
KFLO	- Family Liaison
KFPC	- Foreign Policy Trade Controls and East/West Trade
KFRD	- Fraud Prevention Programs
KFSC	- Financial Service Center Operations
KGCC	- Gore-Chernomyrdin Commission
KGCN	- Government-to-Government Claims Negotiations
KGHA	- Greater Horn of Africa Initiative
KGLB	- Global Learning and Observations to Benefit the Environment (GLOBE)
<b>KHDP</b>	- <b>Humanitarian Demining Program</b>
KHIV	- Emerging Infectious Diseases and HIV/AIDS Program

KICA - International Cooperative Administrative Support Services  
 KICR - International Coral Reef Initiative  
 KICT - Iran-U.S. Claims Tribunal  
 KIDE - Investment Disputes and Property Expropriations  
 KIMT - Information Management Training  
 KIPR - Intellectual Property Rights  
 KIRC - Information Resource Centers  
 KIRF - International Religious Freedom  
 KISL - Islamic Issues  
 KJRE - Joint Reorganization Effort  
 KJUS - Administration of Justice  
 KLIG - Foreign Litigation  
 KLSO - Language Support Operations  
 KMDR - Media Reaction Reporting  
 KMFO - Multinational Force Observers  
 KMSG - Marine Security Guard Program  
 KNAR - Nazi Assets and Restitution  
 KNEI - Northern Europe Initiative (NEI)  
 KNEP - Nonexpendable Property Application (NEPA)  
 KNET - Department of State Telecommunications Network (DOSTN) Program  
 KNNP - Nuclear Non-Proliferation  
 KNSD - North-South Dialogue  
 KOCI - Children's Issues  
 KOFO - Open Forum Operations  
**KOGL - *Open Source and Gray Literature***  
 KOLY - Olympic Games Reporting  
 KOMC - Export Control of Defense Articles and Defense Services  
**KONP - *OpenNet Plus Program***  
 KPAL - Palestinian Affairs  
 KPAM - Property Accountability Management  
 KPAO - Public Affairs Office  
 KPAP - Overseas Presence Advisory Panel (OPAP)  
 KPIN - Political Internationals  
 KPKO - United Nations Peacekeeping Operations  
 KPLS - Polls, Survey Research and Focus Groups  
 KPOW - Prisoners of War/Missing in Action  
 KPRV - Privatization  
 KPWR - Power Support Program  
 KRAD - Radioactive Contamination of the Environment  
 KREC - Reciprocity  
 KRIM - Regional Information Management Centers  
 KRVC - Research Vessel Clearances  
 KSAC - Security Advisory Council  
 KSAF - Safety Program  
 KSCA - Science Counselors and Attachés  
 KSEI - Southeast European Cooperative Initiative  
**KSEO - *Security Engineering Operations***  
 KSEP - Special Embassy Program

**KSLG** - **Secure Logistics**  
 KSPR - Strategic, Performance and Resource Planning  
 KSRK - Visas Shark Communication  
 KSTC - Strategic Trade and Technology Controls  
 KSTT - State Transition Team  
 KSUM - Summit Meetings  
 KTDB - National Trade Data Bank  
 KTEX - Textiles  
 KTIA - Treaties and International Agreements  
 KUNC - United Nations Compensation Commission  
 KUNR - UN Reform  
**KVIR** - **Computer Virus and/or Anti-Virus Program**  
 KVPR - Visas VIPER Communications  
 KWBG - West Bank and Gaza  
 KWIR - Wireless  
 KWMN - Women Issues  
 KWPA - Worldwide Property Accountability  
 KWWW - World Wide Web Site

Direct all requests for new Program (K) TAGS to:

A/RPS/IPS/PP  
 Room 6073 SA-2  
 or call (202) 261-8326

A/RPS/IPS/PP will announce and describe additional K TAGS as they are created.

# PROGRAM OR K TAGS

## **KACT: Strategic Arms Control (ACS) Treaties**

*Effective from August 2000*

Use for all documents relating to specific, interrelated strategic (nuclear) arms control treaties and their implementation: ABM (i.e., anti-ballistic missile) treaty and its implementation body the SCC (Standing Consultative Commission); INF (i.e., Intermediate-Range Nuclear Forces) Treaty and its implementation body the SVC (Special Verification Commission); and START (i.e., Strategic Reductions Treaty) and its implementation body the JCIC (Joint Compliance and Inspection Commission). Also use appropriate Subject TAGS. (Action: AC).

## **KALM: A Logical Modernization Approach (ALMA) Program**

*Effective from July 1997*

Use on all documents dealing with the design and implementation of the ALMA Program. This includes all procurement actions, surveys, cabling, installation and training. Suggested terms for use with KALM are ALMA, LAN, LAN-SPFMS, MRV, bandwidth, DOSTEC, backbone, servers, NT 4.0, Lightspeed, Cisco, switches, router, DTS-PO and CAT-5. Also use appropriate Subject TAGS. (Action: IRM/ITI/PMA).

## **KAWC: Atrocities and War Crimes**

*Effective from July 2001*

***Use for all documents relating to atrocities, massacres, and war crimes, including allegations, reports, investigations, and prosecutions of genocide, crimes against humanity, grave breaches of the Geneva Conventions, and violations of the laws or customs of war. Also use appropriate Subject TAGS. (Action: Appropriate Bureau, Info: S/WCI).***

## **KBCT: Arab League Boycott**

*Effective from October 1992 (Revised April 2000)*

Use on all documents dealing with the Arab League boycott of Israel, its administration, impact, amendment, and eventual elimination. Also use appropriate Subject TAGS. (Action: NEA/PPR).

## **KBNC: U.S.-South Africa Binational Commission**

*Effective from March 1995*

Use on all documents dealing with the U.S.-South Africa Binational

Commission concerning the following topics: business development council; human resource development; energy; environment; conservation; science and technology; the Vice President's travel to South Africa and all other travel related to the Binational Commission. Also use appropriate Subject TAGS. (Action: AF/S).

**KCCP: Classified Connectivity Deployment Program**

*Effective from May 2000*

Use on all documents relating to the remote access, remote connectivity to local area networks, or connectivity to other classified networks for classified e-mail, intranet browsing, data/files storage, etc. Also use appropriate Subject TAGS. (Action: IRM/ITI/PMA).

**KCFE: Conventional Armed Forces in Europe**

*Effective from August 1989*

Use on all documents between U.S. Vienna and the Department pertaining to CFE negotiations; documents pertaining to conventional forces in Europe including both Eastern and Western forces, their structure, posture, changes, etc.; documents pertaining to allied and Warsaw Pact conventional arms control positions, plans and related internal political situations, documents referring to the High Level Task Force (HLTF) or its subgroups; and all documents discussing congressional delegation visits to Europe that will address conventional arms control issues. (Action: EUR/RPM/D).

**KCIP: Critical Infrastructure Protection**

*Effective from August 2001*

***Use for all documents reporting on critical infrastructure protection (CIP) issues, which are defined as vulnerabilities and threats, both physical and cyber, to systems and assets (particularly interconnected information systems and networks) so vital to a nation that their incapacity or destruction would have a debilitating impact on national security, national economic security, and/or national public health and safety. Use for reporting of CIP issues both as they affect host country and as they impact the United States. Also use appropriate Subject TAGS. (Action: Appropriate Bureau).***

**KCIS: Posts Classified Information Handling**

*Effective from October 1982*

Use on all documents concerned with classified word processing and electronic files storage and retrieval at missions abroad. Also use appropriate Subject TAGS. (Action: IRM/MSO/MPD/OP).

**KCOG: Continuity of the Federal Government**

*Effective from June 1983*

Use on all documents relating to issues, reports, or activities concerned with the continuity and stability of the Federal Government in the event of a national catastrophe, including a nuclear or other military attack. Also use appropriate Subject, Country, and Organization TAGS. (Action: A/DCP).

**KCOR: Corruption and Anti-Corruption**

*Effective from August 2001*

***Use for all documents relating to corruption and anti-corruption, dishonesty, and unethical behavior among public officials representing local, provincial, and national governments. This would include linkages with justice, economic, social and political entities. Also use appropriate Subject TAGS. (Action: Appropriate Bureau).***

**KCRM: Criminal Activity**

*Effective from April 1994 (Revised April 2000)*

Use on all documents relating to criminal organizations and activities, the threat they pose to U.S. interests and/or friendly governments, and host country and U.S. Government programs to combat them. This includes international criminal organizations; money laundering and other financial crimes; illicit trafficking including alien smuggling and gun running; international stolen property theft and fencing rings; international frauds and commercial crimes; UN crime meetings and anti-crime programs; and interaction with international and regional organizations on these issues. U.S. assistance covers training of host country judicial and law enforcement agencies. Use this K TAGS with the Subject TAGS SOCI. Distinguish the use of this TAGS from AID-funded administration of justice programs in Latin America (KJUS), anti-narcotics issues and programs (SNAR), and anti-terrorism issues and programs (PTER). (Action: INL/ENT).

**KCSY: Consular Systems**

*Effective from July 1995*

Use on all documents relating to the development, testing installation, and maintenance of consular automated systems. This includes computer hardware, software, and telecommunications (TC) lines when used in connection with consular systems applications. Use on communication sent for attention and/or action of the consular affairs support desk. Also use on documents concerned with consular systems management, consular systems training, consular systems security, or any other consular systems issues. Also use appropriate Subject TAGS. (Action: CA/EX/CSD).

**KDEM: Democratization**

*Effective from May 1991*

Use on all documents dealing with democratization in Eastern Europe, Latin America, Asia, Africa, and the Middle East. Encouraging democratization constitutes an essential component of U.S. policy. The U.S. Government is devoting significant resources to monitor and promote regional trends away from autocratic rule and toward political pluralism. Programs designed to encourage democratization are diverse, and often are cross-discipline in nature, requiring the involvement of several U.S. Government agencies. Also use the appropriate Subject and Geo-Political TAGS. (Action: Appropriate Bureau).

**KEAI: Enterprise for the Americas Initiative**

*Effective from March 1991 (Revised April 2000)*

Use on all documents pertaining to the negotiation of any debt-for-nature swaps related to the Enterprise for the Americas Initiative Act of 1990, and the Tropical Forests Conservation Act of 1998, which promotes economic growth and environmental protection in Latin America and the Caribbean. Also use appropriate Subject TAGS. (Action: WHA/EPSC).

**KECF: The U.S.-Africa Economic Cooperation Forum**

*Effective from November 1998*

Use on all documents relating to the U.S.-Africa Economic Cooperation Forum. The Forum establishes annual ministerial-level consultations between the Secretaries of State, Treasury and Commerce, the U.S. Trade Representative and the USAID Administrator and their counterparts from African countries that have implemented bold, growth-oriented economic reforms. It is intended as a venue for sharing reform experiences, highlighting successes and obstacles and supporting countries committed to economic reform. Also use appropriate Subject TAGS. (Action: AF/ECE).

**KEMS: Electronic Messaging Systems**

*Effective from March 1995*

Use on all documents relating to all phases of unclassified electronic messaging systems including: open net, DOSNET, and Internet. Also use appropriate Subject TAGS. (Action: Appropriate Office/Bureau/RIMC).

## **KESS      Emergency Security Supplemental**

*Effective from February 1999*

Use on all documents dealing with Emergency Security Supplemental activities and approvals for security related project funds charged to the Emergency Security Supplemental appropriation. Also use appropriate Subject TAGS. (Action: Appropriate Bureau).

## **KFAM:      Foreign Affairs Manual Policies**

*Effective from February 1986*

Use on documents relating to FAM publication issues, i.e., codification of new regulations or substantive revisions to existing FAM regulations. Use for broad spectrum FAM policy changes such as the republication of a complete FAM volume. Use also for clarification or interpretation of FAM material. Use on documents requesting FAM binders, FAM Transmittal Letters (TLs), or distribution changes in conjunction with the Subject TAGS "AINF". (Action: A/RPS/DIR).

## **KFLO:      Family Liaison**

*Effective from October 1982 (Revised April 2000)*

Use on all documents specifically relating to the Family Liaison Program. Also use appropriate Subject TAGS. (Action: M/DGHR/FLO).

## **KFPC:      Foreign Policy Trade Controls and East/West Trade**

*Effective from April 1984 (Revised April 2000)*

Use on all documents relating to trade controls imposed for foreign policy or short supply purposes, and to all proposals to initiate or terminate controls. This includes embargoes, sanctions, boycotts, assets controls, and other import and export controls not relating to high technology items. Includes all strategic and dual use controls not relating to national security controls. Also use appropriate Subject TAGS. (Action: EB/ESC/ESP).

## **KFRD:      Fraud Prevention Programs**

*Effective from August 1986*

Use on all reporting that refers to efforts and activities pertaining to the prevention of fraud and deceptive practices in the issuance of visas, passports, the issuance of Federal benefits to U.S. citizens and others, and to active measures developed by the Department to oversee their legality and for reporting upon the results of antifraud and prevention measures in consular matters. Also use appropriate Subject TAGS. (Action: CA/FPP).



**KFSC: Financial Service Center Operations**

*Effective from June 2000*

Use for all documents dealing with operations at FMP's Financial Service Centers. Also use appropriate Subject TAGS. (Action: FMP/F/IFS).

**KGCC: Gore-Chernomyrdin Commission**

*Effective from November 1993*

Use on all documents dealing with the Vice President's travel to Russia concerning the following topics: defense diversification; energy-oil and gas, nuclear safety issues; environment; business development council, specifically aid and assistance issues; space-commercial space launch, space station; and science and technology. Also use appropriate Subject TAGS. (Action: EUR/ISCA).

**KGCN: Government-to-Government Claims Negotiations**

*Effective from May 1995*

Use on all documents dealing with official government-to-government negotiations aimed at the monetary settlement of outstanding claims by or against the U.S. Government. This TAGS should not be used on documents concerning claims or investment disputes of private U.S. citizens that are not the subject of official government-to-government negotiations, even when the U.S. Government provides informal, diplomatic or consular assistance. Also use appropriate Subject TAGS. (Action: L/CID).

**KGHA: Greater Horn of Africa Initiative**

*Effective from August 1995*

Use on all documents relating to the development and political initiative for the 10 countries of the Greater Horn of Africa (Sudan, Ethiopia, Eritrea, Djibouti, Somalia, Uganda, Kenya, Rwanda, Burundi, and Tanzania). Also use appropriate Subject TAGS. (Action: AF/E).

**KGLB: Global Learning and Observations to Benefit the Environment—The GLOBE Program**

*Effective from June 1994 (Revised April 2000)*

Use on all documents pertaining to Vice President Gore's initiative known as The GLOBE Program (now administered through NOAA.) The program is designed to: 1) engage school teachers and children worldwide in environmental science, mathematics and technology activities by conducting scientific experiments locally; and 2) produce scientific data that

will contribute to a greater understanding of the planet by scientists. Also use appropriate Subject TAGS. (Action: OES/ENV).

**KHDP: Humanitarian Demining Program**

*Effective from September 2000*

**Use for all documents relating to the U.S. Government Humanitarian Demining Program. Also use appropriate Subject TAGS. (Action: PM/HDP).**

**KHIV: Emerging Infectious Diseases and HIV/AIDS Program**

*Effective from June 2000*

Use for all documents relating to actual and prospective activities by the U.S. Government, alone or in conjunction with or through other entities, to combat HIV/AIDS and other infectious diseases. Also use Appropriate Subject TAGS. (Action: OES/EID).

**KICA: International Cooperative Administrative Support Services**

*Effective from June 1996*

Use on all documents dealing with administrative support policies, procedures, personnel, allotments, budget planning, and reimbursements related to ICASS. Also use appropriate Subject TAGS. (Action: FMP/ICASS).

**KICR: International Coral Reef Initiative**

*Effective from February 1995*

Use on all documents relating to the International Coral Reef Initiative (ICRI). The ICRI is an interagency effort led by State to manage and protect the biological diversity of the reef ecosystems. Also use appropriate Subject TAGS. (Action: OES/ETC).

**KICT: Iran-U.S. Claims Tribunal**

*Effective from May 1995*

Use on all documents dealing with claims and other matters involving the Iran-U.S. Claims Tribunal in the Hague. Also use appropriate Subject TAGS. (Action: L/CID).

**KIDE: Investment Disputes and Property Expropriations**

*Effective from May 1995*

Use on all documents dealing with investment disputes between U.S.

citizens and foreign governments, including actual or possible expropriations of U.S. citizen property and/or possible nullifications of U.S. investment related-contracts by foreign governments. Also use appropriate Subject TAGS. (Action: EB/IFD/OIA and L/CID).

**KIMT: Information Management Training**

*Effective from February 1990*

Use on all documents specifically relating to training in the Information Management Organization, i.e., formal or informal course work within IRM, plans for training IRM personnel outside of IRM, budgeting and scheduling of training within IRM, and coordination of IRM training with other organizations. Also use appropriate Subject TAGS. (Action: IRM/RM).

**KIPR: Intellectual Property Rights**

*Effective from December 1988 (Revised April 2000)*

Use on all documents relating to intellectual property rights which include patents, trademarks, copyrights, semiconductor designs (mask works), industrial designs, trade secrets, appellations of origin and other forms of protection to reward and encourage innovation and creativity. Also use appropriate Subject TAGS. (Action: EB/TPP/MTA/IPC).

**KIRC: Information Resource Centers**

*Effective From October 1999*

Use on all documents dealing with Information Resource Officer (IRO) or Information Resource Center (IRC) policy, procedures or programs. Also use appropriate Subject TAGS. (Action: IIP).

**KIRF: International Religious Freedom**

*Effective from January 1999*

Use on all documents relating to all issues of religious freedom and persecution, including civil unrest where religion is a precipitating factor; changes to or enforcement of laws affecting freedom of religion; religious aspects of movements, parties or persons seeking governmental change; governmental repression of religious minorities, movements or leaders; religion playing a role in reconciling conflicts; and changes in religious demographics that may produce societal changes. Also use appropriate Subject TAGS. (Action: DRL/IRF).

**KISL: Islamic Issues**

*Effective from November 1988 (Revised April 2000)*

Use on documents treating government involvement in recognition of or approaches to Islam; political and economic activities undertaken by private

Islamic organizations or prominent individuals; and “fundamentalism.” Also use appropriate Subject and Country TAGS. (Action: NEA/PPR, AF/RA, EAP/RA).

**KJRE: Joint Reorganization Effort**

*Effective from May 1997*

Use on all documents dealing with the new Reorganization Effort, directed by the President, to merge together the Department of State, the United States Information Agency (USIA), the U.S. Arms Control and Disarmament Agency (ACDA), and certain elements of the Agency for International Development. (Action: M/R).

**KJUS: Administration of Justice**

*Effective from May 1986 (Revised April 2000)*

Use on all documents dealing with the administration of justice in host countries, particularly as it relates to U.S. objectives of promoting democracy and just economic and social development. This includes judicial reforms, political reporting on personalities and institutions involved in the administration of justice, judicial infrastructure development, criminal investigation capabilities, penal systems, legal training, and assistance and exchange programs in this field. Also use appropriate Subject TAGS. (Action: WHA/PPC).

**KLIG: Foreign Litigation**

*Effective from December 1993*

Use on all documents concerning all aspects of foreign litigation involving the U.S. Government (USG) and USG employees. For example, use this TAGS for the following subjects: receipt of a summons, subpoena or complaint for the USG, embassy/consulate employees, or posts; labor cases filed by terminated foreign service national employees; suits against the USG filed as a result of an accident or injury; authorization to hire an attorney; requests for legal representation, testimony or limited waivers of immunity; and authorization to initiate litigation in a foreign court. Also use the appropriate Subject TAGS. (Action: L/SFP).

**KLISO: Language Support Operations**

*Effective from March 1991*

Use on all documents dealing with the following areas of language support: interpreting from and into foreign languages (consecutive and simultaneous), simultaneous interpreting equipment, written translations, comparison of agreements or treaties covering two or more languages, treaty certification by the Office of Language Services, language support for

negotiations or international conferences, verbatim reporting, travel arrangements for interpreters or translators. Also use appropriate Subject TAGS. (Action: A/OPR/LS).

**KMDR: Media Reaction Reporting**

*Effective From October 1999*

Use on all documents dealing with setting post "Watching Briefs" and on all post reporting concerning editorial content and media reaction. Also use appropriate Subject TAGS. (Action: INR/R).

**KMFO: Multinational Force Observers**

*Effective from October 1982 (Revised April 2000)*

Use on all documents relating to activities relating to Multinational Force Observers in the Sinai including administrative and nonadministrative matters. Also use appropriate Subject TAGS. (Action: NEA/PPR).

**KMSG: Marine Security Guard Program**

*Effective from March 1996 (Revised April 2000)*

Use on all documents concerning administration and support of the Marine Security Guard Program. KMSG should also be used on related issues such as protection of U.S. Government personnel and property, and protection of classified information and equipment. Also use appropriate Subject TAGS. (Action: DS/SPC/MSG).

**KNAR: Nazi Assets and Restitution**

*Effective from October 1997*

Use on all documents dealing with Nazi Assets including: monetary gold; looted assets such as art, artifacts and other property (including real property); and the efforts of all countries, neutral and belligerent in WWII, to study and make available records on their WWII (and post-WWII) relationships with Nazi Germany and its assets. Also, any documents pertaining to funds for compensating victims of Nazi oppression.

In addition, use KNAR on all matters pertaining to restitution or claims for restitution of properties in Eastern Europe to former owners, including communal and privately-owned real property and other property; and claims against the USG for official properties in disputes either private or public, and, specifically, all information dealing with claims against U.S. official property and land abroad. Also use appropriate Subject TAGS. (Action: EUR/NAR).

**KNEI: Northern Europe Initiative (NEI)**

*Effective from July 2000*

Use for all documents relating to the Department's Northern Europe Initiative (NEI), including those discussing NEI projects, proposals, funding, website management, general administration, public diplomacy activities, events, relevant institutions (e.g., Council of Baltic Sea States, Barents Council), and related issues (e.g., EU Northern Dimension, Kaliningrad, MNEPR). Also use appropriate Subject TAGS. (Action: EUR/NB).

**KNEP: Nonexpendable Property Application (NEPA)**

*Effective from March 1989 (Revised April 2000)*

Use on all documents concerning the Nonexpendable Property Application (NEPA). All correspondence concerning functional and procedural aspects of the program and related activities, such as training or hardware and software issues take this TAGS. Also use appropriate Subject TAGS. (Action: A/LM/PMP/BA/PM).

**KNET: Department of State Telecommunications Network (DTSPO) Program**

*Effective from April 1989 (Revised April 2000)*

Use on all documents related to the planning and implementation phases of the DTSP0 program including: circuit acquisition, site surveys, site preparation, equipment installation, and network operation. Also use appropriate Subject TAGS. (Action: A/DTSP0 and IRM/OPS/CST).

**KNNP: Nuclear Non-Proliferation**

*Effective from April 1984*

Use on all documents on U.S. policy for preventing the spread of nuclear weapons to other countries, the transfer of nuclear material, equipment of technology, agreements for cooperation on the peaceful uses of nuclear energy, matters concerning multilateral discussions on the uses of nuclear energy including the activities of the International Atomic Energy Agency, and activities in other countries related to the acquisition of nuclear explosives. Also use appropriate Subject TAGS. (Action: Appropriate Bureau).

**KNSD: North-South Dialogue**

*Effective from October 1982*

Use on all issues characterized by division along North-South dialogue (developed countries/less developed countries) lines including such

specifics as UNCTAD, Brandt Commission, Group of 77, as well as broader issues such as GATT and nonaligned movement. Also use appropriate Subject TAGS. (Action: Appropriate Bureau).

**KOCI: Children's Issues**

*Effective from July 1995*

Use on all documents dealing with policy and cases concerning international parental child abduction and adoption. Also use appropriate Subject TAGS. (Action: CA/OCS/CI).

**KOFO: Open Forum Operations**

*Effective from February 1986*

Use on all documents pertaining to the Open Forum Program including speakers, publications, travel and general operations of the Forum. Also use appropriate Subject TAGS. (Action: S/OF).

**KOGL: Open Source and Gray Literature**

*Effective from April 2001*

***Use for all documents which refer to the acquisition of hard or soft copies of open source information or gray literature which is pouched back to the Department. Include on all documents that provide URLs for websites hosting entire or partial texts of documents, statements, advisories, speeches, reports, or other types of information. Also use appropriate Subject TAGS. (Action: Appropriate Bureau).***

**KOLY: Olympic Games Reporting**

*Effective from February 1984*

Use on all documents relating to issues, reports or activities concerned with Olympic games. Also use appropriate Subject, Country, and Organization TAGS. Note: KOLY will be used in the above prescribed manner for all subsequent winter and summer Olympic games. Also use appropriate Subject TAGS. (Action: Appropriate Bureau).

**KOMC: Export Control of Defense Articles and Defense Services**

*Effective from April 1983*

Use on all documents relating to export licenses, technical assistance and manufacturing agreements, national disclosure policy, general security agreements, and arms trafficking. Also use appropriate Subject TAGS. (Action: PM/MC).

**KNOP: OpenNet Plus Program**

*Effective from September 2001*

**Use for all documents dealing with the requirements and status of the OpenNet Plus Program. This includes all communication concerning the connection approval process (CAP), which bureaus and posts must complete, independent verification and validation (IV&V) from Diplomatic Security, and interim authority to operate (IATO). Other documents would cover subjects such as training, procurement, installation, and surveys. Also use appropriate Subject TAGS. (Action: IRM/OPS/ONP).**

**KPAL: Palestinian Affairs**

*Effective from August 1983 (Revised April 2000)*

Use on all documents relating to issues, reports, or activities concerned with the Palestinian people, as a group or in part, or the area known as Palestine. Also use appropriate Subject, Country, and Organization TAGS. (Action: NEA/PA).

**KPAM: Property Accountability Management**

*Effective from June 1992 (Revised April 2000)*

Use on all documents dealing with the transfer of Diplomatic Security equipment such as alarms, amplifiers, detectors, generators, meters, etc. This information is used to update and maintain the DS Property Accountability Management System (PAMS) data base. Also use appropriate Subject TAGS. (Action: DS/OA/ASD/GLS).

**KPAO: Public Affairs Office**

*Effective from May 2000*

Use on all documents intended for Public Affairs sections abroad, and should be used by field Public Affairs sections abroad on all documents coming into the Department which relate to Public Diplomacy Programs. Also use appropriate Subject TAGS. (Action: ECA/EX/PR).

**KPAP: Overseas Presence Advisory Panel (OPAP)**

*Effective from May 2000*

Use on all documents that refer in whole or in part to any efforts, activities and/or results associated with and relating to all phases of the design and implementation of the Overseas Presence Advisory Panel (OPAP) Initiatives. This includes all procurement actions, surveys, site preparation, cabling, installation, training, testing and maintenance. Software, hardware,



and telecommunications lines when used in conjunction with OPAP or the IRM Foreign Affairs Systems Integration (FASI) Office programs should also be included. Also use appropriate Subject TAGS. (Action: IRM/FASI).

**KPIN: Political Internationals**

*Effective from November 1984*

Use on all documents relating to the activities and policies of the four major Political Internationals: Socialist International, Christian Democratic International, Liberal International, and the International Democratic Union. This includes reporting on: 1) the attitudes of member parties towards the Internationals, 2) the interaction between member parties of the Internationals, and 3) the activities of the Internationals themselves. In addition, this TAG should be used on all documents relating to the policies of the German (FRG) political foundations: Friederich Ebert, Konrad Adenauer, Hanns Seidel, and Friederich Naumann. Also use appropriate Subject TAGS. (Action: P).

**KPKO: United Nations Peacekeeping Operations**

*Effective from August 1996*

Use on all documents relating to existing or potential United Nations peacekeeping activities, including proposals for and negotiations with other countries on peacekeeping activities, military support, sanctions monitoring, elections and humanitarian activities, as well as interaction with international and regional organizations on peacekeeping. Also use appropriate Subject TAGS. (Action: IO).

**KPLS: Polls, Survey Research and Focus Groups**

*Effective From October 1999*

Use on all documents concerned with the operational aspects of nonintelligence research, including (but not limited to) requests for mission approval of surveys and questionnaires, country clearance requests for researcher on-site visits, business dealings with local research contractors, and dissemination of research products. Also use appropriate Subject TAGS. (Action: INR/R).

**KPOW: Prisoners of War/Missing in Action**

*Effective from January 1993*

Use on all documents relating to worldwide issues, meetings, reports, or activities concerning U.S. prisoners of war and/or missing in action. Also use the appropriate Subject and Geo-Political TAGS. (Action: Appropriate Bureau).

**KPRV: Privatization**

*Effective from June 1993*

Use on all documents dealing with the sale of equity, management control of, and the complete or partial transfer of a public entity or activity to the private sector. Also use appropriate Subject TAGS. (Action: Appropriate Bureau).

**KPWR: Power Support Program**

*Effective from March 1993*

Use on all documents dealing with the Department's electrical power support requirements. The program provides consolidated funding for generators, central uninterruptible power supply (UPS) systems, and PCB transformer abatement projects. Also use appropriate Subject TAGS. (Action: A/FBO/PE/BDE).

**KRAD: Radioactive Contamination of the Environment**

*Effective from May 1997 (Revised April 2000)*

Use on all documents dealing with radioactive contamination of the environment from whatever source – military or civilian use, transportation, storage, or disposal of nuclear material. Appropriate Subject Terms to use with this TAGS would include nuclear contamination, radiation, radioactive material and International Atomic Energy Agency (IAEA) emergency notification. In connection with accidental or deliberate contamination, appropriate Terms to use with this TAGS include radioactive material transfer, radioactive waste disposal, radioactive waste management, industrial/medical radiography, medical isotope, and transfer of fissile material. Also use appropriate Subject TAGS. (Action: OES/OA).

**KREC: Reciprocity**

*Effective from October 1982*

Use on documents concerning subjects of interest to the Office of Foreign Missions (OFM), including privileges and limitations accorded or imposed at any U.S. or foreign diplomatic mission. Also use appropriate Subject TAGS. (Action: DS/OFM).

**KRIM: Regional Information Management Centers**

*Effective from January 1996*

Use on all documents dealing with the Regional Information Management Center (RIMC). Use this TAGS as the first TAGS on subject matter that requires RIMS action. KRIM should be used as a secondary TAGS on all

related issues of concern that are not for RIMC action. Also use appropriate Subject TAGS. (Action: Appropriate RIMC, Bureau or Office).

**KRVC: Research Vessel Clearances**

*Effective from May 1989 (Revised April 2000)*

Use on all documents relating to research vessel clearance processing and reporting. This includes cable traffic, document transmittal and related memoranda. Also use appropriate Subject and Country TAGS. (Action: OES/OA).

**KSAC: Security Advisory Council**

*Effective from June 1994*

Use on all documents dealing with security related events and issues having to do with the U.S. private sector abroad (business, religious and charitable organizations, etc.). Also use appropriate subject TAGS. (Action: DS/DSS/OSAC).

**KSAF: Safety Program**

*Effective from October 1982 (Revised May 1991)*

Use on documents reporting accident prevention, driver and vehicle safety, accidents involving personal injury, illness or damage to Department owned or leased property, incidents involving hazardous materials and post environmental related issues. Also use appropriate Subject TAGS. (See also 6 FAM 610. Action: OBO/OM/SHEM).

**KSCA: Science Counselors and Attachés**

*Effective from February 1983*

Use on all documents drafted by or sent to Science Counselors and Science Attachés. Also use appropriate Subject TAGS. (Action: OES). Note: KSCA replaces the Organization SCSA.

**KSEI: Southeast European Cooperative Initiative**

*Effective from July 1997*

Use on all documents concerning the planning and organization of SECI, travel arrangements for participants in SECI programs, reports on SECI meetings and reports on conversations relating to SECI and USG bilateral activities in SECI countries. SECI meetings deal with the following specific subjects: cross border and trade facilitation, energy conservation, small and medium scale enterprise, transport infrastructure, natural gas distribution, Danube River restoration, double taxation treaties, and Business Advisory Council. Countries currently participating in SECI activities include:

Albania, Bosnia-Herzegovina, Bulgaria, Croatia, former Yugoslav Republic of Macedonia, Greece, Hungary, Moldova, Romania, Slovenia and Turkey. Supporting states, besides the United States, include Italy, Austria, and Switzerland. Also use appropriate Subject TAGS. (Action: S/SAS).

**KSEO: Security Engineering Operations**

*Effective from April 2001*

*Use on all documents dealing with coordination of security engineering resources, projects and programs. This includes tasking, travel and assignments of security engineering officers (SEO), regional computer security officers (RCSO), security technical specialists (STS), U.S. Navy Seabees and contractors supporting the Diplomatic Security Technical Program; financial support issues involving technical security operations and engineering service centers abroad ((ESC), engineering services offices (ESO), Seabee Offices (CBO) and RCSO; equipment and logistical issues for the technical security program; and policies, standards and guidelines involving technical and computer security and issues relating to projects involving technical and computer security. Also use appropriate Subject TAGS. (Action: DS/CIS/IST).*

**KSEP: Special Embassy Program**

*Effective from July 1988*

Use on all documents relating to any aspect of the Special Embassy Program for achieving essential objectives. Also use appropriate Subject TAGS. (Action: M/P).

**KSLG: Secure Logistics**

*Effective from February 2002*

*Use for all documents relating to secure logistics, which includes purchasing items for use in the Controlled Access Area (CAA), secure warehousing, and secure transportation. Also use appropriate Subject TAGS. (Action: Appropriate Bureau).*

**KSPR: Strategic, Performance and Resource Planning**

*Effective from October 1997*

Use on all documents dealing with the strategic planning process for all foreign affairs agencies or agencies with operations and programs abroad as well as the Department's own strategic planning activities. This includes all resource allocation processes when associated with the "Mission Performance Plan" (MPP), namely: budget formulation, the Financial Plan (FINPLAN), and the field budget plan. Technical and operational messages

that are purely budget-focused should only use ABUD. Use KSPR on messages regarding personnel planning in connection with the annual MPP exercises, and subjects relating to the Government Performance and Results Act (GPRA) of 1993. Operational personnel requests (e.g., new positions, classification actions, conversions of positions from FSN to PIT, etc.) should still only use APER. Suggested terms to use with KSPR are program planning, Mission Performance Plan (MPP), Resource Allocations and Budget Integration Tool (RABIT) and Government Performance and Results Act (GPRA). Also use appropriate Subject TAGS. (Action: M/P).

**KSRK: Visas Shark Communication**

*Effective from April 1999*

Use on all documents relating to “Visa Shark” for watchlisting in the Border Security Lookout Systems (CLASS and IBIS) international organized crime figures from the Newly Independent States and the Baltic Republics. This program closely parallels the Visas Viper Program, which currently watchlists suspected terrorists. Also use appropriate Subject TAGS. (Action: INR/IC/TIPOFF).

**KSTC: Strategic Trade and Technology Controls**

*Effective from April 1984 (Revised April 2000)*

Use on documents relating to governmental efforts to control the transfer of goods (i.e., equipment), services, or technologies for reasons of national security. This includes Wassenaar Agreement, technology transfer issues, and efforts to circumvent U.S. or Wassenaar controls. Also use appropriate Subject TAGS: (Action: EB/ESC/ESP).

**KSTT: State Transition Team**

*Effective from October 1988*

This TAG is to be used on all documents directly related to a Presidential Transition—primarily for congratulatory messages and other messages that should be brought to the attention of a Presidential Transition Team at the Department. It should not be used as an additional TAG for documents which may be of peripheral or information interest to the Transition Team. Also use appropriate Subject TAGS. (Action: S/S-O).

**KSUM: Summit Meetings**

*Effective from January 1983 (Revised November 1987)*

Use on all documents concerning Summit Meetings. This includes substantive and administrative arrangements for meetings, records of meetings and reports on actions by participants as a result of meetings,

including preparatory meetings. Also use appropriate Subject TAGS. (Action: Appropriate Bureau).

**KTDB: National Trade Data Bank**

*Effective from June 1991 (Revised April 2000)*

Use for all unclassified reporting on commercial opportunities, market trends, and other reporting that embassy commercial and economic officers feel is useful for U.S. businesses. The reporting will ultimately be incorporated into the Commerce Department's Commercial Information Management System (CIMS) and National Trade Data Bank (NTDB). Also use appropriate Subject TAGS. (Action: EB/CBA).

**KTEX: Textiles**

*Effective from March 1988 (Revised April 2000)*

Use on all reporting dealing with textile trade, investment and production. This includes matters relating to the U.S. Textile Import Control Program and the U.S. Textile Import Control Program and the U.S. Committee for the Implementation of Textile Agreements, such as for consultations to establish textile import limits, and to the Multifiber Arrangement. Also use appropriate Subject TAGS. (Action: EB/TPP/ATT/TPA).

**KTIA: Treaties and International Agreements**

*Effective from June 1984*

Use on all documents concerning treaties, including conventions, protocols, or other International Agreements, such as exchange of notes, exchange of letters and memoranda of understanding, as well as requirements of the Case Act (11 FAM 724; 1 U.S.C. 112B). Also use appropriate Subject TAGS. (Action: L/T).

**KUNC: United Nations Compensation Commission**

*Effective from May 1995*

Use on all documents dealing with claims against Iraq and other matters before the United Nations compensation commission in Geneva. These claims stem from Iraq's occupation of Kuwait and other actions surrounding the Persian Gulf War. Also use appropriate Subject TAGS. (Action: L/CID).

**KUNR: UN Reform**

*Effective from November 1995*

Use on all documents dealing with all efforts to reform and restructure the United Nations. Some of the reforms are: the UN budget and/or ceiling,

security council expansion, managerial improvements, and strengthening the role of the UN. Also use appropriate Subject TAGS. (Action: IO).

**KVIR: Computer Anti-Virus Program**

***Effective from September 2000***

***Use for all documents concerning the threat of computer viruses to domestic and posts abroad including the following: anti-virus policy guidance, critical (time sensitive) virus alert notifications, operational guidance and installation procedures, hoax virus alerts, virus discovery and reporting guidance, handling and destruction of CD-ROM media, and notification of shipment of software products. Also use appropriate Subject TAGS. (Action: IRM/OPS/ITI/SI).***

**KVPR: Visas VIPER Communications**

***Effective from July 1996***

Use on all documents dealing with the addition of possible terrorists to the VIPER/TIP OFF databases, information regarding movements of suspected terrorists or possible travel to the United States of such persons, reports of post VIPER committee meetings, and administration of the program. Also use appropriate Subject TAGS. (Action: CA/VO/L/C).

**KWBG: West Bank and Gaza**

***Effective from December 1993 (Revised April 2000)***

Use on all documents dealing with the implementation of the Israeli-PLO Declaration of Principles, including Palestinian interim self-rule, economic development and development assistance to the Palestinians in the West Bank and Gaza. Also, use for Israeli-PLO negotiations on implementing the agreement and political developments in the West Bank and Gaza including elections for a Palestinian Council. Also use the appropriate Subject TAGS. (Action: NEA/IPA).

**KWIR: Wireless**

***Effective from January 1999***

Use on all documents dealing with the Posts' Wireless Emergency and Evacuation (E&E) Communications Systems abroad, or Radio Systems as generally known. The type of documents generated include travel and country clearance request for survey and installation teams, trip reports, survey results, follow-up coordination on site rentals for radio equipment installations, antenna site preparation, and Host Nation Approval (HNA), which is granted by the host country and authorizes the U.S. Department of State to use specific frequencies to operate a post's wireless system. Also use appropriate Subject TAGS. (Action: IRM/ITI).

**KWMN: Women Issues**

*Effective from June 1995*

Use on all documents relating to the Fourth World Conference on Women and any future World Conferences on Women. Also use this TAGS on issues concerning women's human rights, women's political participation, women-in-development, and any discussions of women in the United Nations or any other international organizations. Also use appropriate Subject TAGS. (Action: G/CS, IO, and DRL).

**KWPA: Worldwide Property Accountability**

*Effective from July 1991*

Use on all documents dealing with the transfer of communications equipment stored at posts, such as radios, TEMPEST PCs, telephone switches, etc. This information will be used to update the IM property accountability database. Also use appropriate Subject TAGS. (Action: IRM/RM/LO).

**KWWW: World Wide Web Sites**

*Effective from October 1997*

Use on all documents establishing, maintaining, and updating world wide web sites in the Department and posts abroad. Specific subject terms often used with this TAGS: address, authorization, browsers (Netscape, Microsoft, etc.), business, computer, connectivity, directory, domain, DOSFAN, e-mail, home page, hyperlink, Hypertext Markup Language—HTML, Hypertext Transfer Protocol, HTML, HTTP, imaging, information superhighway, Internet, intellectual property, jukebox, modem, network, newsgroups, OCR (optical character recognition), online, password, posting, public affairs, public domain, reporting, scanner, search engine, site maintenance, surfing, system administrator, thread, Uniform Resource Locator (URL), updating, virus, web server, web ready, web sites, World Wide Web, WWW. Also use appropriate Subject TAGS. (Action: Appropriate Bureau).